



OTAGO
POLYTECHNIC
Te Kura Matatini ki Otago

350 or Bust

Group Management Plan

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Chen Ding

Version: 1.5

350 or Bust Group Management Plan

Team management agreement

Team configuration and management

An appropriate project organization structure is essential to achieve success.

Team member roles and reporting relationships.

Project client: Ella Lawton

Project supervisor: Lesley Smith, Samuel Mann

Project team leader: Peter Love

Project team members: Peter Love (peterw008@gmail.com), Andrew Body (andrewbody@xtra.co.nz), Cairui Lu (luc1@student.op.ac.nz), Chen Ding (Kingdc@hotmail.com).

Communication plan:

Our Communication plan is as follows: our SCRUM meetings will be held on Thursday 12:00 noon and last about 15 min. All notifications on if a person is to miss a meeting will be sent to Peter Love at least 2 days before meeting and if a person misses a meeting and doesn't send a notification Peter will send an email to that person asking for a RSVP.

Project standards and procedures:

Include description of how deliverable will be evaluated and presented to the client.

The documentation of every paper will be Arial, 10 pts. As little logos and Images used this entire plus the version control and final product will be watched over by Peter Love. He will also look over when the deadlines are met cause not only is he the team leader but he is a perfectionist.

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Management Strategies

*Make sure that your plan can cope with a wide range of management issues. You cannot possibly specify responses to all possibilities discussed in class but a robust and flexible document should mean you could manage your way through these issues. Some of these issues **will** occur in your project.*

All of the management strategies will be covered by the crew, they will make sure all conflicts are resolved and that everybody is still happy. What this entails is that: conflicts, missing members and other such problems will be handled with a calm manner and looking at all the steps that went wrong and work through them step by step.

Research Disclaimer

Please note: We would like to be able to write about your experiences of doing this project. This will help us improve our teaching. As such, we would much appreciate a statement in your group management agreement to this effect:

“All members of this group are aware that our experiences in undergoing this project may be used in research into teaching methods for software engineering. We understand that identities will be confidential and that taking part in this research is entirely voluntary and will not affect in any way how we are treated by the lecturers in this course”.

Otago Polytechnic Disclaimer

You should also insert the clause below into your group management agreement and include it in any software you release.

“Some of the material in this document was created as part of a project by students of Otago Polytechnic, but its inclusion is not endorsement by the Polytechnic of any of the products, services, ideas, people, or businesses referred to”.

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Group Contract:

I agree to abide by the above group rules established in consultation with all group members:

Name: Peter LOVE

Signature: Peter Love

Date: 3-Aug-2009

Name: Andrew Body

Signature: A Body

Date: 3.8.2009

Name: Chen Ding

Signature: [Signature]

Date: 6.8.2009

Name: Caimi Lu

Signature: Lu Caimi

Date: 06/08/2009